

**Tyngsborough Sewer Commission
Meeting Minutes
4-12-12**

The meeting was called to order at 6:04PM

Present:, Gerry Foley, Jeff Hannaford, Allen Curseaden

Approved 6/28/12

Citizens Time None

Motion by G. Foley to take item 6, Paul and Lisa McLellan 6 Norris Road, first. Seconded by Jeff. Motion passes 2-0-0 refinance. Their bank wants to have first position on the new mortgage and there is an outstanding debt of \$2,800 on the covenant agreement. They will go back to the lender to have the amount included in the loan or pay it off.

Woodard and Curran – Jon Himlan and Rosemary Blacquier – Came in to review their April 11, 2012 proposal for design services. Recommended approval of the \$3000 to do the aerial survey to beat the foliage. Pointed out some inconsistencies in the EarthTech CWMP.

Motion by G. Foley to authorize the aerial survey work as outlined in the April 11, 2012 contract. Woodard and Curran will prepare another proposal for the geotech portion of the work so we can get a better understanding of the cost to remove ledge.

Administrator Report –

Motion to approve an abatement in the amount of \$248.00 for the past year for 8 Sunset Way. Seconded by Jeff. Motion passes 2-0-0.

Motion by GPF to postpone meeting minute approval until all are present. Second by Jeff. Motion carries 2-0-0.

Reviewed correspondence to Lowell on overbilling.

There are 21 accounts that were never added to the billing system. Caryn will continue to look for additional oversights.

Superintendent Report – Written report was entered into the record.

New Business –

The Commission is considering vehicle policy. Discussion postponed until Fred Perrault is available.

G. Foley suggest that the commission investigate protocols for public announcements. This will be taken up at another time.

G. Foley – motion to adjourn. Second by Jeff.. 2-0-0.